

KANSAS DECA
PERSONAL LIABILITY RELEASE
SPONSOR DELEGATION/SIGNATURES
MEDICAL INFORMATION/PERMISSION FOR MEDICAL TREATMENT
DELEGATE CODE OF CONDUCT

Directions: Every student delegate, their parents/guardians (if student is under legal age), chapter advisor, and one (1) local school official **MUST** read, complete, initial, and sign this document before being allowed to attend any regional, state, or international conferences in the 2026/2027 school year.

Signed documents for all student delegates shall be kept on file by the local chapter advisor and shall be brought to each conference by the chapter advisor and made available to the appropriate individuals as needed.

Name of Student _____ Age _____

Home Address _____

Parent/Guardian Cell Phone _____ and/or _____

Name of School _____

School Address _____

School Administrative Phone Number _____

Name of School Administrator _____

Name of DECA Advisor _____

Administrator Cell Phone _____ Advisor Cell _____

PERSONAL LIABILITY RELEASE

For parents of minor children:

I/We, as parents or guardians of _____, a minor who is a member of DECA agree to release the DECA, its representatives, agents, and employees from liability for any injury to said minor resulting from any cause whatsoever occurring to said minor at any time while attending a conference or meeting of DECA including travel to and from meetings or conferences, excepting only such injury or damage resulting from willful acts of DECA's representatives, agents, and employees.

Parent/Guardian Initials _____

For student delegates of legal age in Kansas:

I, _____, of legal age and a member of DECA, hereby agree to release DECA, its representatives, agents, and employees from liability for any injury resulting from any cause whatsoever occurring at any time while attending a conference or meeting of DECA including travel to and from meetings or conferences, excepting only such injury or damage resulting from willful acts to DECA's representatives, agents, and employees.

Delegate Initials _____

MEDICAL INFORMATION

Student's Primary Care Physician _____

Office Address _____

Office Number _____

Insurance Company _____

Policy and/or Group Number _____

Name of Policyholder _____

Describe any medical conditions being treated, which may recur or be a factor in medical treatment (allergies, medicine reactions, diseases, physical handicaps, heart or lung problems, seizures, etc.)

Current medications being taken or any lifesaving medications we should be aware about (inhaler, epipen, insulin, etc.) _____

PERMISSION FOR MEDICAL TREATMENT

I/We hereby give permission for **IMMEDIATE** medical treatment (as required) by the attending physician. I am aware my child's school official, advisor, or chaperone are authorized to grant permission for medical treatment for my child.

Parent/Guardian Initials _____

-OR-

I/We hereby **DO NOT** grant permission for medical treatment until I/we have been contacted. If, after I/we have been contacted, I/we consent to medical treatment (as required).

Parent/Guardian Initials _____

CONSENT, WAIVER, RELEASE, AND ASSUMPTION OF RISK FOR EVENTS FOR CHILDREN PARTICIPANTS
KANSAS STATE UNIVERSITY

- It is further understood that Kansas State University does not provide medical insurance covering injuries of any nature incurred at Kansas State University. The under-signed hereby releases Kansas State University, its successors, assigns, officers, agents and employees, from any and all claims, demands, and causes of action whatsoever in any way growing out of or resulting from participation of the afore-named child in activities on Kansas State University's campus related to DECA. I hereby waive and release the DECA State Advisor from any and all liability for any injuries or illnesses incurred while at DECA state events.
- I have no knowledge of any physical impairment that would be affected by the above student's participation in the program as outlined in this brochure. I am bound to hold the Health Center and its physicians harmless from any and all consequences of such treatments, diagnosis, or surgery that are performed with ordinary care and to the best of their ability (based on the above initialed option).
- I waive any rights to and consent to the recording and use of my child's image and likeness by releasees. I understand and voluntarily authorize the releasees to: (1) record my child's participation and appearance on videotape, film, photograph, electronic data or image, and/or any other medium (collective referred to as "Photographs"); (2) use and/or publish my child's name, likeness, voice, biographical material (collectively, "Likeness") in connection with or separate from these Photographs; (3) exhibit and distribute such Photographs and/or Likeness in whole or in part, without restrictions, for any communications, educational, marketing, publicizing, and/or any other purposes which releasees deems appropriate. I waive any right that I or my child may have to inspect and/or approve any finished Photographs or Likeness products or the use to which it may be applied, and I understand and consent that neither I nor my child will receive financial compensation in exchange for use of the Photographs and/or Likeness.
- I understand and voluntarily authorize release of my child's name and email address to participating Kansas DECA State Career Development Conference Career and College Fair partners.
- If I provide my signature electronically, I agree it has the same validity and meaning as a handwritten, hard copy signature. I agree that I will not later claim that an electronic signature is not legally binding.
- All matters arising out of or related to this Consent, Waiver and Assumption of Risk ("Consent") shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit arising out of or related to this Consent shall reside only in courts located in the State of Kansas.

This Consent is a continuing consent, waiver, release, and assumption of risk with no limitations or reservations, unless and except those stated herein, and is binding on me and my child and our heirs, executors, administrators, legal representatives, assigns and successors in interest. Any copy of this document has the full force and effect and is binding as the original.

Parent/Guardian Signature _____ Date _____

KANSAS DECA DELEGATE CODE OF CONDUCT

The following Delegate Code of Conduct and Enforcement Procedures shall apply to ALL student and adult delegates, guests, and visitors, hereafter defined, except as noted, while attending a state or national conference or meeting of DECA; and where appropriate, including travel to and from such conference or meeting.

Definitions

- a. "Student delegate" is any student member of DECA who is registered and attending any conference or meeting of DECA.
- b. "Adult delegate" is any adult member or Chapter Advisor of DECA who is registered and attending any conference or meeting of DECA.
- c. "Guest" is any individual who is registered and attending any conference or meeting of DECA.
- d. "Visitor" is any individual who is not registered for the conference or meeting of DECA and who is invited by a student or adult delegate to the conference site for a limited time.
- e. "Possession" is failure of any delegate, guest, or visitor to report any direct knowledge, other than hearsay, of the presence of any alcoholic beverage (including beer) or illegal drugs to the individuals identified in Enforcement Procedures, Section A, No. 1, hereafter.
- f. "Professional attire" is that which is generally accepted as appropriate for business including; suits, dress slacks, sweaters, shirts, dress shoes, and sports coats for men; dress, suits, blouses, skirts, sweaters, dress slacks, and dress shoes for women.

Delegate, Guest, and Visitor Responsibilities

- 1. To read and abide by all Delegate Code of Conduct and Enforcement Procedures herein.
- 2. To uphold the ideals and purposes of DECA by exhibiting appropriate conduct at all times throughout the conference or meeting including travel to and from such conference or meeting.
- 3. To inform the local Chapter Advisor concerning individual student delegate, guest, or visitor activities throughout the conference or meeting.
- 4. To secure permission from the local Chapter Advisor and provide same with identification of any person(s) who may wish to visit with a student delegate during the conference or meeting prior to any such visit taking place.
- 5. To treat fellow student delegates, advisors, and others in attendance at the conference or meeting with respect and courtesy at all times.

Delegate Conduct Rules

The Delegate Code of Conduct, shall apply to all student and adult delegates, hereafter referred to as “delegate(s)”, guests, and visitors, except where noted. Any of the aforementioned individuals reporting alleged infraction(s) of these rules shall be guaranteed confidentiality.

1. No delegate, guest, or visitor, heretofore defined, shall possess or consume any alcoholic beverage (including beer) or illegal drugs.
 - a. Possession and/or use of any illegal drugs or alcoholic beverages by any delegate, guest, or visitor under the legal age is a violation of Kansas State Statutes. Therefore, alleged infraction(s) could result in the reporting of the alleged infraction(s) to the proper authorities for possible civil and/or criminal prosecution.
2. No delegate, guest, or visitor shall throw and/or drop objects of any kind from windows, doors, ledges, or roofs in multi-story conference properties, or engage in any other disruptive behavior.
3. No delegate, guest, or visitor shall cause damage to or remove property from any conference property.
4. No delegate, guest, or visitor shall use tobacco products – including e-cigarettes – in conference facilities where scheduled DECA activities are being conducted; where prohibited by local ordinance or law; or when wearing the official blazer of the national or state DECA organization.
5. No delegate, guest, or visitor shall violate curfew as established in the official conference program or as identified by the State Advisor.
 - a. Delegates, guests, or visitors housed in the official conference property must be in their assigned rooms at curfew.
 - b. Delegates, guests, or visitors not housed in the official conference property must leave the conference property at curfew.
6. All visitors to a student delegate at the official conference property must be approved by the student delegate’s local Chapter Advisor prior to their arrival at the conference site.
 - a. Visitors may not attend official DECA conference meetings or functions.
 - b. Visitors are expected to observe the Delegate Code of Conduct.
 - c. The local chapter and/or local school district and/or any student delegate is/are responsible for his/her visitor(s)’ behavior and may be held responsible for any or all of the Delegate Code of Conduct that the visitor(s) violates if it can be shown that the local chapter, school district, or student delegate was or could have been aware of the alleged infraction(s).
7. All delegates and guests shall wear appropriate conference name badges when attending any conference activity or when they are in any facility where conference activities are being conducted.
8. No delegate or guest shall violate dress regulations established for any conference, meeting, or official functions conducted by the CTSO.
 - a. Any delegate or guest not “professionally attired” shall be given an opportunity to change clothing or be excluded from the particular function or meeting where the violation occurs.

Enforcement Procedures

The following Enforcement Procedures shall apply to alleged infraction(s) of the Delegate Code of Conduct, Rules 1-3. This section also insures that the individual(s) allegedly involved receive(s) due process when more serious penalties apply.

1. Any delegate(s), guest(s), or visitor(s) who has direct knowledge, other than hearsay, of the alleged infraction(s) shall immediately report same to the local Chapter Advisor and to the State Advisor.
2. The State Advisor shall report the alleged infraction(s) to the Chairman of the Board of Directors.
3. The State Advisor, the local Chapter Advisor, and the Chairman of the Board of Directors shall immediately take action to correct the alleged infraction(s), including but not limited to the confiscation and preservation of any possible evidence of the alleged infraction(s).
4. The State Advisor, the local Chapter Advisor, and the Chairman of the Board of Directors shall jointly inform the delegate(s), guest(s), or visitor(s) involved of the allegations, the potential penalties, and their rights to a hearing before the Board of Directors and State Advisor.
5. In the event there is no hearing or resolution of the guilt or innocence of student delegate(s) alleged to be involved in the infraction prior to any judging of events in which the student delegate(s) is/are entered, the following procedures shall be followed.
 - a. The student delegate(s) shall be informed by the Chapter Advisor, the State Advisor, and the chairman of the Board of Directors of the potential penalties as outlined in Enforcement Procedures hereafter.
 - b. The student delegate(s) shall be permitted to continue in competition and earn any awards or honors; HOWEVER,
 - c. it shall be made clear to the student delegate(s) that in the event s/he is/are later found guilty of the alleged infraction(s), that the s/he is/are subject to the potential penalties outlined in Enforcement Procedures.
6. If the student delegate(s) admits or is/are later found guilty of the alleged infraction(s), the following penalties shall apply:
 - a. The student delegate(s) shall relinquish all rights to attend and/or compete in any state and/or national conference or activity during the current membership year, and,
 - b. the student delegate(s) shall relinquish all titles and/or honors earned at the state and/or national conference or meeting at which the alleged infraction(s) occurred.
 - c. The Board of Directors and State Advisor may also impose any other penalties it deems appropriate, including but not limited to being sent home as outlined in Miscellaneous Provisions hereafter.

The following procedures shall apply to alleged infractions of the Delegate Code of Conduct, Rules 4-8. In addition, the Enforcement Procedures, Nos. 1-6 may apply to alleged infraction(s) of the aforementioned rules, as set out hereafter.

7. Any alleged infraction(s) shall be reported immediately to a member of the Board of Directors, the State Advisor, and/or the local Chapter Advisor by any delegate(s), guest(s), or visitor(s) who has/have direct knowledge, other than hearsay, of the alleged infraction(s).

8. The delegate(s), guest(s), or visitor(s) who committed the alleged infraction(s) shall also be told by the local Chapter Advisor, the Chairman of the Board of Directors, and/or the State Advisor that repeated infraction(s) of any of the Delegate Code of Conduct could result in more serious penalties than only expecting corrective action. Procedures and potential penalties specified in Enforcement Procedures #s. 1-6 above may apply.

Miscellaneous Provisions

The following Miscellaneous Provisions apply to all delegate(s), guest(s), or visitor(s) who allegedly violate(s) the Delegate Code of Conduct. Such individual(s) may be sent home immediately, upon recommendation by any or all of the following: the Chapter Advisor, the State Advisor, the DECA Board of Directors. The following procedures shall be followed prior to sending any individual(s), identified above, home:

1. When the Chapter Advisor makes the recommendation, s/he shall immediately inform the State Advisor, and if the situation warrants, the State Advisor shall then inform the Chairman of the Board of Directors.
2. When the State Advisor and/or Chairman of the Board of Directors makes the recommendation, the Chapter Advisor shall be informed immediately.
 - a. In the event there is no agreement among the individuals identified within this section, the decision shall rest with the Board of Directors and the State Advisor. The Chapter Advisor may present testimony applicable to the situation.
3. If there is agreement or after the meeting of the individuals identified above and a decision is made, the Chapter Advisor shall contact the local school administrator(s) and/or parent(s)/guardian(s), of the delegate(s), guest(s), or visitor(s) and inform them of the decision and make plans for return transportation of the individual(s) involved.
4. Reasonable care shall be exercised to insure the safest and most expedient means of transportation back to the home community of the delegate(s), guest(s), or visitor(s) involved.
 - a. The local chapter, school district, and/or parent/guardian shall be responsible for assuming the cost of transportation for any individual(s) who are sent home under these provisions, and for meeting at the prearranged destination.

By signing below, you agree to the DECA Code of Conduct and subsequent procedures.

Student Signature _____ **Date** _____